



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE  
BOARD OF ARCHITECTS**

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<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF ARCHITECTS</b>
<b>MEETING DATE AND TIME:</b>	<b>Wednesday, November 5, 2014 at 1:30 p.m.</b>
<b>PLACE:</b>	<b>861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware</b>
<b>MINUTES APPROVED:</b>	<b>December 3, 2014</b>

**MEMBERS PRESENT**

John Mateyko, RA, Professional Member, President  
Paul Guggenberger, RA, Professional Member  
Todd Breck, RA, Professional Member  
Kevin Wilson, RA, Professional Member, Secretary  
Richard Wertz, RA, Professional Member  
Joseph Schorah, Public Member  
Elizabeth Happoldt, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Jennifer Singh, Deputy Attorney General  
Flora Peer, Administrative Specialist II

**ABSENT**

Prameela Kaza, Public Member

**OTHERS PRESENT**

Nancy Payne, AIA Delaware

**Call to Order**

Mr. Mateyko called the meeting to order at 1:34p.m.

**Review and Approval of Minutes**

The Board reviewed the minutes of the October 1, 2014 meeting. Mr. Breck made a motion, seconded by Mr. Guggenberger to accept the minutes as with one name correction. The motion carried unanimously.

**Unfinished Business**

**Review Draft Legislation/Discussion of Regulation Changes to Further Clarify Registration Requirements**

The Board reviewed and discussed the draft legislation. Ms. Singh stated that she would strike the three year requirement out of the law and have the regulations clarify the number of years of practice. Mr. Guggenberger stated that he would prepare the letter to the Division from the Board for the draft

legislation. Mr. Breck made a motion, seconded by Mr. Wilson to approve the draft legislation with the three years of practice requirement stricken. The motion carried unanimously.

#### Discussion of Continuing Education Audits and Appropriate Discipline

Ms. Singh stated that with the amount of rule to show cause hearings the hearing officer has found an issue with CE deficiencies. The Board discussed the makeup CEUs and licensees that have been audited and were found deficient in CEUs. Mr. Breck suggested a rollover of a maximum of 6 CEUs in the future. Mr. Wilson suggested that research be done to see what other states do for licensees and extra CEU's. Ms. Singh stated she would write a draft that stated up to 6 could be rolled over to the next year, Health Safety and Welfare courses would expire the following year. The Board agreed to proceed on a case by case basis for the review of hearing officer recommendations.

#### Alton Howard –Direct Application

Mr. Guggenberger reviewed Mr. Howard's application for the Board. Mr. Guggenberger stated that he compared Mr. Howard's transcript to the Boards education requirements and NCARBs and found that Mr. Howard did not meet the education standards. Mr. Howard has been licensed in North Carolina since the 1980's. Ms. Singh stated that due to the current statute and regulations Mr. Howard may want to withdrawal his application until the new statute passes or the Board could propose to deny Mr. Howard's application when the statute changes Mr. Howard would be eligible. Mr. Wilson made a motion, seconded by Mr. Guggenberger to propose to deny Mr. Howard's application based on lack of required education. The motion carried unanimously.

#### **New Business**

##### New Complaints to Assign a Contact Person

There were no new complaints.

##### Ratification of Certificate of Authorization Application(s)

Mr. Wilson made a motion, seconded by Mr. Breck to ratify the Certificate of Authorization's issued below. The motion carried unanimously.

Stantec Architecture Inc.  
Newman Architects

##### Ratification of Reciprocity Applications – NCARB Certificate

Mr. Wertz made a motion, seconded by Mr. Wilson to ratify the applicants by NCARB certification. The motion carried unanimously.

Michael Wright  
Hugh Trumbull  
Fred Marino  
Jeffrey Holmes  
Robert Chandler  
Gregory Lukmire  
Brian Engle  
Graham Wyatt  
Lawrance Jaccard

##### Review of Application(s) by NCARB

##### Review of Re-Application(s) by NCARB

###### Francis Criniti

Mr. Wertz reviews Francis Criniti's application for the Board. License lapsed 2013 licensed in 16 states. Mr. Wertz stated that the list of CEU does not have dates, the cert Mr. Werts provided Mr. Wertz made a motion, seconded by Mr. Schorah table Mr. Criniti's application on proof of compliance of 24 CEUs in the past 2 years of for licensure. The motion carried unanimously.

Angela Kostelecky

Mr. Wertz reviewed Angela Kostelecky application for the Board. Mr. Wertz made a motion, seconded by Mr. Schorah to approve Angela Kostelecky application for licensure. The motion carried unanimously

Review of Application(s) for ARE

Review of Applications by Direct Application

William McNeill

Mr. Guggenberger reviewed William McNeill's application for the Board. Mr. Guggenberger stated that Mr. McNeill did not meet the educational requirements. Mr. McNeill has been licensed in Virginia since the 1990's. Ms. Singh stated that Mr. McNeill may want to withdrawal his application and reply when the statute passes. Mr. Guggenberger made a motion, seconded by Mr. Wertz to propose to deny Mr. McNeill's application due to not meeting education requirement. The motion carried unanimously.

Michael Zimmer

Mr. Breck reviewed Michael Zimmer's application for the Board. Mr. Wertz made a motion, seconded by Mr. Schorah to approve Mr. Zimmer's application for licensure. The motion carried unanimously

Joint Advisory Committee Report

Mr. Breck summarized the Joint Advisory Committee meeting for the Board.

NCARB MBC/MBE Meeting Report

Mr. Mateyko summarized the NCARB MBC/MBE meeting for the Board. Mr. Mateyko stated he shared the Boards concerns with the changes NCARB has made and found that other states had issues with the changes. Nothing has been withdrawn but NCARB will review the changes. Mr. Mateyko informed the Board that NCARB offered to come to the next meeting and speak to the Board. Mr. Mateyko suggested that the Board invite NCARB to a subcommittee meeting that would be held before the regular Board meeting.

**Other Business Before the Board (for discussion only)**

Mr. Guggenberger shared with the Board the conference call he participated in before the meeting.

**Public Comment**

There was no public comment.

**Next Scheduled Meeting**

The next meeting will be held on December 3, 2014 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**Adjournment**

With no further business before the board, Mr. Breck made a motion, seconded by Mr. Schorah, to adjourn the public meeting. The motion carried unanimously. The meeting adjourned at 3:25 p.m.

Respectfully Submitted,



Flora Peer  
Administrative Assistant II